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R E P O R T

OF THE

COMMITTEE ON POLICE

ON ESTABLISHING

Rules and Regulations

FOR THE GOVERNMENT OF THE

POLICE OF ROXBURY.

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ROXBURY:

GEORGE H. MONROE, PRINTER, GUILD ROW.

1866.



# City of Roxbury,

IN BOARD OF ALDERMEN, Jan. 29, 1866.

The Committee on Police would most respectfully recommend the adoption of the following Rules and Regulations for the government of the Police Department of the city.

JAMES E. ADAMS,	} <i>Committee</i>	
SAMUEL LITTLE,		<i>on</i>
JOHN F. OSGOOD,		<i>Police.</i>

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## PREFACE.

The object of these Rules and Regulations is to define the duties of the members of the Police Department, and to secure uniformity of discipline and practice.

The trust committed to a Police Officer is one of peculiar responsibility, and requires both intelligence and uprightness for its faithful discharge. He is the representative of the law, and it is his duty to observe it himself, and to enforce it with vigor and impartiality, contributing his part towards making the department what it should be, efficient in duty, and respected by the public. By frequent examination of the Statutes and Ordinances, and familiarity with these Rules and Regulations, he should inform himself in regard to his powers, duties, and responsibilities. These are in their nature various and complex, and much is necessarily left to the good sense, sound discretion, and honest purpose of the officer.

## Rules and Regulations.

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1. The City Marshal shall be responsible for the faithfulness of all the members of the department, and shall report all instances of neglect of duty to the Mayor.

2. He may suspend from duty and stop the pay of any member of the department for a time not longer than one week, for neglect of duty, and report thereof to the Mayor for approval.

3. Whenever a disregard of any law, ordinance or order, prevails to an extent prejudicial to the well-being of the city, he shall cause the said law, ordinance or order to be published in the newspapers of the city, or in handbills or circulars, calling thereto the attention of the public.

4. No officer can necessarily expect to retain his office unless his conduct be such as to secure the good will of the respectable portion of the community, and to command respect from the unfortunate and vicious.

5. Each member of the Police force shall devote his whole time and attention to the business of the department, and he is expressly prohibited from following any other calling, or being employed in any other business, without the consent and approval of the Committee on Police. Although certain hours are allotted to the respective members for the performance of duty on ordinary occasions, yet at all times they must be prepared to act, immediately on notice that their services are required.

6. The City Marshal shall attend all criminal sessions of the Police Court, and perform therein the duties required by ordinance, but no other Police Officer shall attend said Court, unless absolutely needed as a witness, or to take charge of prisoners.

7. There shall be stated Roll-calls of the Day and Night Police, at which each officer must be present. Any officer unnecessarily absenting himself from Roll-call will be subjected to the loss of one quarter of a day's pay, unless excused by the City Marshal.

8. No officer shall become Bail, or Surety, in any criminal suit, unless by permission of the City Marshal.

9. No officer shall leave his beat or district, except in the discharge of his official duty, during the designated hours of duty, unless permitted by the City Marshal.

10. Each officer shall wear his badge on the left breast of his outside coat at all times while on duty.

11. The City Marshal shall wear a black hat with gold star in a rosette thereon, a black or blue dress coat with bright buttons, a black vest with bright buttons, black pants, and a dark-blue overcoat. On public occasions he shall wear a buff vest with bright buttons.

The uniform of the Police Officers shall consist of a dark-blue frock coat, double-breasted, with police buttons ; a black vest, single-breasted, made to button up to the chin, with police buttons ; dark-blue pants ; black felt hat, style to be designated by the City Marshal. Overcoats to be worn shall be dark-blue or black, double-breasted, police buttons, portable capes to button under the chin, the suit to all to be cut and made in uniform style. The police uniforms shall be worn by the officers when on duty before the public, and when at court, unless by the permission of the City Marshal. These regulations in regard to uniforms shall take effect on and after July 1st, 1866.

12. The officers shall report all nuisances and dangerous places in streets or sidewalks, seen by them, first making the latter as safe as they are able ; also all violations of City Ordinances or Laws of the Commonwealth, with the names of the violators and witnesses.

13. No member of the department shall, in the station-house, or elsewhere while on duty, drink any kind of intoxicating liquor, or smoke, or, except in the immediate performance of his duty, enter any place in which intoxicating drinks are sold or furnished. No intoxicating drinks shall be introduced upon any pretext into the station-house, except when advised by a physician. Smoking shall not be allowed in the station-house, except in apartments designated by the City Marshal.

14. Every officer, on locking up a person, shall record his offence, name, age, nativity, occupation, residence, and, if living in Roxbury, how long a resident; and every officer, on taking a prisoner from his cell, shall first see that all these facts are recorded, and shall also see that the cell is cleanly and in good order.

15. Whenever a prisoner is arrested who is to be brought before the Court, a line is to be drawn under his name, otherwise he will be discharged at the proper time by the keeper of the Lockup. In all cases where the Night Police are to make complaints, or be witnesses, they must be present in the Court Room at 9 1-2 o'clock, A. M.

16. The Day Police shall commence duty at 7 o'clock, A. M., and are to be at the Station-house punctually at 8 1-2 o'clock, and make their reports the first thing after they arrive. The Roll will be called at 9 o'clock precisely, after which they will immediately leave for their several beats, unless their presence is required in court.

17. The Night Police shall commence duty at 8 o'clock, P. M., and remain on their several beats until 5 o'clock, A. M., when they will immediately report at the Station-house. The Roll will be called at 8 o'clock, P. M., when every man must be present and answer to his name.

18. Each Day Officer, when it comes his turn to remain at the Lockup during the night, must be present at 8 o'clock, P. M.

19. The officer who has charge of the front office shall be there from 7 o'clock, A. M., till 8 o'clock, P. M., unless otherwise directed.



20. The officer who acts as keeper of the Lockup shall also act as Officer of the Court, and have the care of the Court Room, which he shall keep in proper order, and open at 10 minutes before 9 o'clock each morning on which a court is held. He shall have the care of the Lockup, including the cells and the rooms directly under the Court Room, all of which he shall keep clean and neat, and at the proper season attend to making and keeping in order all necessary fires in his department.

He shall be at the Lockup at 7 o'clock, A. M., and shall remain there, or in the Court Room, as occasion may require, until 12 o'clock, at noon, and during the session of the Court, and when not engaged in the Court Room, shall attend to putting in order the cells and rooms below. He shall attend to feeding the prisoners, morning, noon, and evening, and record the names of all persons arrested, their offences, the name of the officer arresting them, the prisoner's age, nativity, and occupation, and, if living in Roxbury, how long a resident. He shall also keep the record of lodgers. In the afternoon he shall be on regular duty where his services are most needed, but he shall be at the Lockup at 7 o'clock, P. M., and shall remain there as long as necessary for the purpose of feeding the prisoners, and attending to other duties.

21. Each officer will conform strictly to these Regulations, and such others as from time to time may be given. It is expected that every officer will be vigilant, and work for the best interest of the Department.





